

# *Wasatch*Academy

*Pioneering teaching and learning since 1875*

Student Handbook • 2010-2011

### ***Mission Statement***

Wasatch Academy provides a nurturing community that empowers young men and young women to develop academically, socially, and morally, preparing them for college and for the challenges of living in the 21st century.

### ***Diversity Statement***

Wasatch Academy, in preparing its students to be citizens of the world in the 21st century, recognizes the importance of providing an inclusive and equitable learning environment that encourages and supports the affirmation of the fundamental dignity of each individual.

We believe our community must respect the diversity found in today's global society including differences in culture, race, ethnicity, national origin, religion, age, gender, sexual orientation, learning styles, physical ability, and socioeconomic status.

Our commitment in nurturing a diverse community of learners is essential to the fulfillment of the greater Wasatch Academy mission.

Wasatch Academy students are joining an academic, adventurous, and active community that is committed to providing a traditional college preparatory education. Wasatch Academy students are expected to represent the Academy in a positive manner at all times, both on- and off-campus. We expect students to be honest and accountable for their actions, with or without direct faculty supervision.

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### ***Honor Code***

The Honor Code calls on Wasatch Academy students to conduct themselves with honor, integrity, and regard for others. The code also promotes a spirit of freedom students may not otherwise experience. We promote and teach a culture of self-governance. Students should report observations of inappropriate conduct to the faculty or administration. Students pledge to follow all school rules, to not lie, cheat, steal, or inflict physical, mental, or emotional harm to others or their property, nor tolerate the actions of those who do. An Honor Code violation may be considered a major infraction and may be referred to the student-run Honor Council.

### ***Honor Code Statement***

The Wasatch Academy family lives together in a nurturing community where dignity, care, and respect are the norm. As individuals we contribute our talents, voices, cultures, and perspectives to inspire one another.

### ***National Honor Society***

Wasatch Academy embraces the standards of excellence established by the National Honor Society (NHS). Students must qualify scholastically and also demonstrate outstanding qualifications in the areas of leadership, service, and character. The NHS faculty advisor notifies students who meet the eligibility requirements for induction.

### ***Advisory System***

Each student is assigned a faculty advisor who becomes the student's academic, social, and emotional advocate. Advisors establish individual relationships with each advisee meant to facilitate academic and social progress.

Students are encouraged to consult with their advisor about any concern or problem. Advisors are also expected to communicate frequently with each advisee's parents or guardians, so the advisee's family can be kept current on social and or academic issues. Parents with questions about information on web-based grading, or about their child's life at Wasatch Academy in general, can contact the advisor for help.

### ***Student Leadership***

Wasatch Academy's students are encouraged to participate in student leadership on all levels of campus life. Below are some examples of available student leadership positions:

#### **Student Council (STUCO) Executive positions:**

President, Vice-President, Secretary, Commissioner of Pep & Recreation Coordinator.

#### **Other positions:**

Residential Student Advisory Committee, Student Ambassadors, Dining Hall Advisory Committee, Yearbook Editor and Assistant Editors, National Honor Society.

#### **Honor Council positions:**

President, Vice-President, Secretary, Member

\*The Prefect Program - This student leadership program offers a training course and continuing on-the-job training to motivated students who have been at Wasatch Academy at least one semester and have proven themselves to be model citizens. Responsibility, dependability, and good communication skills are critical to selection and success as a prefect.

#### **Dorms, Athletics, and Student Center:**

\*Prefects, Varsity Team Captains, Team Managers.

#### **Class Leaders:**

President, Vice-President, Secretary, STUCO Representative.

### ***Limitations on Leadership***

A student may not hold two major offices (i.e. student council office, class president, editor of publication) unless specifically authorized by the Dean of Students. If a student is in need of either academic or behavioral improvement, he/she may be removed from any major leadership position for a period of time to be determined by the Dean of Students or Honor Council. The final consideration of eligibility for any school leadership position rests with the Dean of Students or Head of School.

### ***Community Service***

Community service activities are planned to address student interests and community needs. They can be season-specific.

Students are encouraged to participate in as many of the community service activities as possible. Students may also plan community service activities for the school or their advisee group with permission from the Wasatch Academy administration.

### ***Rewards for Overall Achievement***

Wasatch Academy awards privileges to students who have proven themselves responsible in all aspects of campus life. A student who meets appropriate reward levels will earn midweek privileges. Unless directed to evening structured study hall, students may take midweeks Monday through Thursday with the dorm parent's approval.

Privileges are awarded each four-week reporting period as follows:

<b>Student Recognition</b>	<b>Criteria</b>	<b>Privileges &amp; Consequences</b>
<b>Tiger's Club</b>	<ul style="list-style-type: none"><li>• Minimum of 2.8 academic GPA</li><li>• No D's or F's</li><li>• Citizenship grades Good or greater (one Satisfactory allowed)</li><li>• Faculty approval</li><li>• No more than two minor infractions</li><li>• No dress code violations</li><li>• Required recreation credits</li><li>• No unexcused absences</li></ul>	<ul style="list-style-type: none"><li>• First priority on rec. trips</li><li>• Optional activities during Study Hall<ul style="list-style-type: none"><li>• Open Student Center (when supervised)</li><li>• Open lounges, TV.</li><li>• Gym (when supervised)</li><li>• Campus</li></ul></li><li>• Additional privileges created by STUCO or administration</li></ul>
<b>Achievement</b>	<ul style="list-style-type: none"><li>• Minimum 2.8 academic GPA</li><li>• Citizenship grades of Satisfactory or greater (one Needs Improvement grade will be allowed)</li><li>• No more than one D</li><li>• No more than four minor disciplinary infractions</li><li>• No more than one AU</li></ul>	<ul style="list-style-type: none"><li>• 2nd priority on rec. trips</li><li>• 4 mid-weeks per month</li></ul>
<b>Satisfactory</b>	<ul style="list-style-type: none"><li>• Minimum 2.0 academic GPA</li><li>• Citizenship grades of Satisfactory or greater (two Needs Improvement grades will be allowed)</li><li>• No more than six minor disciplinary infractions</li><li>• No Fs</li></ul>	<ul style="list-style-type: none"><li>• Open campus</li></ul>
<b>Academic, Behavioral, Residential Improvement Needed</b>	<ul style="list-style-type: none"><li>• Academic GPA of 2.0 or below</li><li>• Disciplined for<ul style="list-style-type: none"><li>• Major infraction(s)</li><li>• Accumulation of several minor infractions</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Last priority on rec. trips</li><li>• Off-campus privileges determined by the Dean of Students</li><li>• Other consequences assigned by administration</li></ul>

### ***Personal Appearance and Grooming***

The dress and grooming of both males and females should always be modest, neat, and clean, consistent with the dignity of representing Wasatch Academy. Please note, faculty and staff are empowered to make final decisions regarding appropriateness of dress. If students are asked to change, they are expected to comply immediately.

#### **General Guidelines**

- All clothing must be in good repair, not torn or ragged
- Hats may not be worn in school buildings with the exception of dorms
- Bandanas may not be worn during the academic school day
- No tank tops are allowed during meals
- The following are NOT allowed at any time:
- Bare midriff, spaghetti straps, strapless shirts, or visible underclothing
- Bathing suits
- Clothing with logos or phrases of a sexual or offensive nature, or clothing that advertises tobacco, alcohol, or illegal drugs

#### **Hair**

- Hairstyles must be clean and neat, avoiding extreme styles or colors
- Hair may not be two-toned, dreadlocked, or dyed unnatural colors
- Males with long hair (below the collar) must wear it in a ponytail during the academic day
- Hair must not fall into a student's eyes
- Sideburns may not extend below the earlobe or onto the cheek
- Men are expected to be clean-shaven daily

#### **Piercings and Other Body Modifications**

- Males may wear no more than two earrings in each ear (a stud or small hoop)
- Small gauges are allowed (1 cm or less); no new gauging without written parental permission
- Other body piercings (e.g., tongue, nose, eyebrow, navel) are NOT allowed even within the dorms
- For medical reasons, self-piercings are NOT allowed
- Students may be asked to cover visible ink art or tattoos
- No hickies permitted
- Consequence: restricted to campus until it is gone (including rec)

### ***Academic Day Dress***

#### **Shirts**

- Must be collared polo, golf, button down, or turtleneck
- Collar must be clearly distinguishable from a t-shirt style
- Must be able to tuck into pants; any shirt that is excessively long must be tucked into pants
- Any shirt which allows skin to show will be unacceptable; a shirt must cover the midriff when arms are raised and held out straight to the side even with the shoulders

- No t-shirts may be worn outside the collared shirt; any t-shirt worn underneath a collared shirt must be solid colored with no visible logo
- Shirts worn over a t-shirt must be buttoned to within one button from the collar
- Collared jackets may not be worn as a substitute for a collared shirt
- Must completely cover the shoulders with no revealing necklines

## **Pants**

- Chinos pants (similar to “Dockers”); blue, black, green, gray, or khaki, corduroy pants in the same colors as Chinos
- Must not consist of any nylon or non-cloth materials (warm-ups)
- Must be worn at waist level with no under-garment showing
- No denim allowed for pants or shorts except on “jeans day”

## **Dress Pants**

- Solid colors
- Must be neat and ironed

## **Walking Shorts**

- Material must follow same guidelines as pants, and must be at least as long as fingers naturally fall when standing straight (no athletic or skater shorts)

## **Dresses/Skirts**

- Must completely cover shoulders with no revealing neckline and be distinguishable from a t-shirt in appearance
- Must be no shorter than 4 inches above the top of the knee
- No denim allowed

## **Sweatshirts**

- HOME GAMES ONLY-To promote school spirit, Wasatch Academy sweatshirts with the school’s official logo, or those endorsed by a Wasatch Academy sports team may be worn on game days. Otherwise, sweatshirts of any kind may NOT be worn during the academic school day. Collared shirts must still be worn under game day sweatshirts.

## **Sweaters**

- Must still have collared shirt underneath unless it is a turtleneck or crew neck

## **Shoes**

- Should be worn in all public campus areas
- Shoes, boots, sneakers, or sandals in good repair

## **Formal Events**

- Business attire or more formal dress
- Suit or sport coat, dress slacks, dress shirt, tie (for males)
- No tennis shoes, flip-flops, or casual sandals

### ***Chapel and Assembly Guidelines***

Wasatch Academy is grounded in a rich Presbyterian heritage; however, chapel programs are planned for a wide audience. The main goals of chapel are to be a time of spiritual and educational reflection and to inspire the higher good in our community.

Assembly is held weekly for the purpose of disseminating information about school activities and events, and all students are welcome to participate.

Community members should enter both the auditorium and chapel quietly and prepared to pay attention. No food, drink, or electronic devices are allowed in either location.

### ***Public Displays of Affection***

Students are expected to be mindful of other people in keeping public displays of affection to a minimum. Holding hands or walking arm in arm is an acceptable way to demonstrate affection, but more physical displays are not permitted.



## ***Academic Policy***

Academic policies at Wasatch Academy are driven by the high regard for the right of each student to a safe, supportive, challenging, and productive classroom environment.

Portable electronic devices permitted in classrooms are restricted to laptop computers, translators, and calculators, for instructional purposes only. Cell phones and MP3 players may be stored in backpacks, but must be turned off at all times. Abuse of any electronic device may result in confiscation.

## ***Academic Support Statement***

Students whose academic progress is below the expectations of Wasatch Academy are supported to the fullest extent of our faculty and services. A sudden drop in academic standing or chronic under-performance in one or more classes generally merits a search for solutions. A status identified as “Academic Improvement Needed” will motivate many students to dedicate more time and effort to academic priorities. “Schools Attuned” strategies may be employed through consultation with the advisor, the Director of Teaching and Learning, or the Academic Dean. Evening structured study with the classroom teacher(s) will be required in subject areas in which the student’s grade is below “C.”

Tutoring is also available in most disciplines in order to provide direct one-on-one support. Tutoring services generally involve an additional expense based on an hourly fee. If these support strategies fail long term to remediate the academic problems, the Head of School reserves the right to review the student’s performance with the possibility of recommending a different academic environment if appropriate.

## ***Library Services***

The library maintains a variety of print and non-print materials for class use, research, and recreational reading, listening and viewing. The library is available during the academic day and Sunday – Thursday evenings during regular study hours. An atmosphere conducive to study will be maintained at all times so that those who wish to work may quietly do so. Students’ presence in the library is documented by their signing into an attendance log and the expectation that passes will be used to and from the library. Note: All dorms are equipped with printers for student use.

## ***Graduation Requirements***

### **ENGLISH Eight Semesters**

English I, II, III, and IV International students: completion of English III (regular diploma) or completion of English II (ESL diploma).

### **MATHEMATICS Eight Semesters recommended**

Successful completion of Algebra I, Geometry and Algebra II is a minimum requirement for graduation.

### **HISTORY/SOCIAL SCIENCE Six Semesters required**

Two semesters in United States History are required; freshmen and sophomores complete a two-year sequence of Global Studies.

### **SCIENCE Six Semesters required**

Two semesters in Biology are required; either Chemistry or Physics are recommended.

### **INTERNATIONAL LANGUAGES Four Semesters**

Four semesters in the same language; six semesters for Honors Program students; six semesters recommended for all students.

### **FINE ARTS Four Semesters**

### **TOTAL CREDITS**

Overall, students must earn a minimum of 24 academic credits, be enrolled for their entire senior year, and earn a minimum of six academic credits as a senior.

### ***Homework***

Students should expect between 30 and 45 minutes of homework per class each day, but this may vary. Students should budget their time to ensure deadlines are met when long-term projects are in progress. Instructors have their own homework grading policies.

### ***Midweeks***

A student who meets appropriate reward levels will earn midweek privileges. Unless directed to evening structured study hall, students may take midweeks Monday-Thursday with the dorm parent's approval.

### ***Classroom Structured Study Hall***

Evening study halls are subject-specific and are held from 7:30 to 9:20 p.m. nightly, Sunday-Thursday. All students who have deficient grades will be required to attend a study hall for their subject on its designated night. Students are required to stay in the study hall with their classroom teacher until they are released with a signed pass to return to their dorm.

Regardless of their grades, students may attend structured study halls and are invited to seek extra help from their instructors in addition to structured settings whenever necessary.

### ***Dorm Evening Study Hall***

Students will remain in their rooms during this period unless they are on Tiger's Club or are assigned to structured study hall. Guidelines for evening study in the dorm include:

1. Students must report to the dorm by 7:15 p.m. to prepare for evening study. They should be in their appropriate places of study and ready to work by 7:30 p.m.
2. Students must maintain quiet hours to allow everyone the best possible study environment. Students who are on Tiger's Club, taking a midweek, and students returning from structured study hall are expected to respect the intended atmosphere.
3. Computers are not to be used for personal business or entertainment during times scheduled for academic work.
4. The use of electronic devices may be permitted with the use of headphones.

### ***Absences***

To encourage academic success at Wasatch Academy, punctual attendance at all required events is expected.

Absences from class will only be excused in the following situations:

1. Illness - The Wellness Center will report student absences to teachers, including all medical appointments.
2. Counseling - To be excused from school for counseling, a student must have a scheduled appointment through the Wellness Center, or be excused by a classroom teacher to the counseling office.
3. School-Sponsored Events - Students will be expected to communicate with their teachers in advance about the classes and assignments they will miss.
4. Special Situations - The Head of School, Assistant Head for Programs and Services, Dean of Academics, Dean of Residential Life, and the Dean of Students have the authority to excuse students.

### ***Unexcused Absences***

Unexcused absences from classes or study halls are unacceptable. Attendance is necessary for academic success. Students missing classes will receive escalating consequences. If the behavior continues, the student may be suspended or ultimately dismissed from school.

#### **Consequences:**

- 1st Offense – 2 days work crew
- 2nd Offense – 2 days work crew
- 3rd Offense – Disciplinary Council

### ***Tardiness***

Punctuality demonstrates respect to both one's teacher and peers. Students should work out a routine that permits them to be in class on time and prepared to learn. In addition to individual classroom consequences (which vary by teacher), students who are late fifteen minutes or more to any class or structured study hall will be considered absent (unexcused). Chronic tardiness is disruptive to the classroom environment and may result in disciplinary action.

#### **Consequences:**

- 3+ will result in a detention/work crew
- Excessive tardiness may result in a Disciplinary Council

### ***Athletics***

Wasatch Academy is a member of the Utah High School Activities Association (UHSAA). Participation in athletics at Wasatch Academy is an important part of students' social and physical development. Therefore, students are required to participate in at least one competitive sport per year and encouraged to be involved in all three seasons. Occasionally, other physically-

oriented activities such as fencing and rock climbing, or participation in the drama program, might satisfy the athletic requirement, provided that criteria for the number of performances or competitions are met.

Varsity practices are scheduled during the afternoon class; games and competitions may be scheduled evenings and weekends. Students must hold extracurricular eligibility to be allowed to participate in competition. The sports currently offered are:

**Fall**: Baseball (B); Cross-Country (B & G); Tennis (G); Volleyball (G)

**Winter**: Basketball (B & G); Cheerleading (B & G); Snowboarding (B & G)

**Spring**: Golf (B & G); Soccer (B & G); Tennis (B); Track & Field (B & G)

Student athletes can earn a letter by meeting the criteria set by their coach and the athletic department. Letter winners will receive their letters at the end of each season.

### ***Extracurricular Eligibility***

Participation in athletics and the performing arts is tied to students' current academic standing. As a member of the UHSAA, Wasatch Academy abides by eligibility rules, which govern participation in extracurricular activities among all member schools.

Following a single week of warning, students who continue to have more than one D or any failing grades will be considered ineligible for that week's competition. Eligibility is restored the week after grades show no more than one D and no F's.

### ***Residential Life***

Living in the residence hall offers the unique experience of learning to care for self and others in a diverse community. Boarding students will develop first, self-reliance and independence, then communal group accountability with the guidance of nurturing dorm faculty and peers. Every week, students will be graded on the quality of their residential life participation. Grades will culminate in semester credit.

The housekeeping staff is generally responsible for providing a safe and hygienic environment in the bathrooms. Students are responsible for all other aspects of cleaning in and around the dorms. Students will frequently have a cooperative task to do at a required time within the residence hall and in the dining hall, or will help clean the campus grounds. Students are expected to cooperate with dorm faculty and prefects to achieve residential goals.

### ***Rooms***

Wasatch Academy expects the condition of students' rooms to reflect a communal sense of responsibility. Students have the right to security of person and property, and should decide which residents may enter. Therefore, no student is permitted in another's room unless a resident of that room is present and the non-resident is invited.

Students are responsible for the general condition of the dorm room and furniture. Any damage will be assessed to the student, unless it is established that another caused the damage. The following specific rules apply:

1. The dorm parent has the obligation to maintain a safe building and has the right to require items to be moved or removed within the rooms. Dorm parents may also confiscate any items, which they believe are creating a nuisance or are impeding a student's ability to live by community standards.
2. Creating a fire hazard is forbidden and may be considered a major infraction. Such activities include (but are not limited to) smoking, ironing, cooking with small appliances, and using matches, lighters, candles, or incense. Halogen lights and heating appliances are also unsafe. Small refrigerators are only approved for prefects.
3. All room decorations must be in good taste, be approved by the dorm parent, and must not contradict the standards of Wasatch Academy. All wall items must be fastened to the room surfaces with poster putty.
4. Room must be unlocked when occupied and locked when vacant. Loss of room key will result in a \$75 replacement fee.
5. Students of the opposite sex may not visit dorm bedrooms. Visitation is limited to common areas and must be approved by the dorm parent.
6. No person or persons from outside the Wasatch Academy community may visit the dorms unless specifically authorized by the Dean of Students or Dean of Residential Life.
7. Students may not change assigned rooms without permission of the full-time dorm

parent and the Dean of Residential Life.

8. Window screens must not be tampered with or removed. A fine and restriction may result for those who remove and/or damage screens. Windows should not be used as a communication device or for entering/exiting. Window fans are only permitted during 1st and 4th quarters.
9. No pets are allowed.
10. Students are not to be on the roof or fire escape of the residence halls.
11. Paintball and Air-soft equipment may not be stored in dorm rooms at any time. Equipment must be stored with the instructor.
12. Students at Wasatch Academy are responsible for their own belongings. The school bears no responsibility for personal items. When students leave Wasatch Academy, even for the summer, they are responsible for their own belongings (i.e. packing, shipping, and/or storing them). Items left in storage are done so at a student's own risk.
13. All medications (prescription or over-the-counter) must be turned into the dorm parent for dispensation and may not be kept in the student's room.
14. No permanent modification to rooms is permitted without authorization of the dorm parent and the Dean of Residential Life.
15. Audio equipment must be played at a considerate level. Students may be required to use headphones.
16. Visual monitors and TV screens must not be more than 27 inches.

### ***Electronic Storage Lockers***

All underclassmen are required to turn in laptop computers, gaming devices, or other electronic devices seen as potential communal distractions. These devices will be stored in a locked facility each night. This is intended to make good use of study hall time and to ensure proper sleep. Exceptions may be made for prefects and upperclassmen that have demonstrated responsibility.

### ***Money and Other Valuables***

Although dorm rooms are equipped with individual locks, students should take care to protect their personal belongings. Each dorm room desk is also equipped with a locking drawer. In general, amounts exceeding \$20 should be kept in the bookstore or locked in the dorm parent's office. Anything of value, including electronic, sports, camera, stereo, and computer equipment should have some kind of permanent identification. Each student is responsible for securing possessions by locking their rooms' drawers and doors.

### ***Room Inspections***

Rooms will be checked daily. Chronic room unseemliness is an affront to the community and will result in disciplinary action. Students whose rooms are not in compliance may not leave campus on weekend school-sponsored activities or overnight leave and may have other privileges revoked but for compliance.

Each morning, prior to students leaving the dorm, rooms must be in the following condition:

1. Beds are to be made neatly. A sleeping bag may be placed over the bed to serve as a bedspread. Every bed must have a mattress pad and sheets. Bed linen must be changed weekly with freshly laundered sheets.
2. All clothes are to be properly stored. Clothes must be either on hangers in closet/wardrobe or folded neatly in dresser drawers. Shoes are to be stored neatly in a closet or wardrobe. Dirty clothes should be in a laundry basket or bag. Personal clothing must be washed weekly. Dorm parents will assign a student their "Laundry Day."
3. Towels are to be hung on towel hooks or bars.
4. Items on dresser, desk, or in closet are to be arranged in an orderly fashion. Desk and dresser drawers should be closed and bookshelves arranged neatly. Chair should be by the desk.
5. Floors should be clean and all trash containers emptied. There should be no open drink containers, perishable food, or dirty dishes left in the room.
6. Lights and music should be turned off as well as hair dryers/curling irons unplugged.

### ***Room Searches***

Room searches are rare, and we respect our students' rights to privacy. However, we also have an obligation to protect our students from influences and activities that might adversely affect them. Therefore, a search of a student's room may occur when a faculty or staff member has a reasonable belief a disciplinary infraction has occurred, or potentially harmful material will be discovered. When suspicion cannot be isolated to a specific room, a sweep of all rooms within a dorm may be both necessary and required, but only in extreme situations.

An administrator and a witness -normally the dorm parent- shall be present during searches. Though students may be given the opportunity to produce any materials sought, Wasatch Academy reserves the right to search rooms without informing the student. The discovery of any item considered illegal or harmful will lead to disciplinary action.

### ***Recreation***

Weekend recreation is an important part of the Wasatch Academy experience. We offer numerous activities, such as hiking, camping, rock climbing, snowboarding, and downhill skiing, through our Outdoor Education program. Students also have the chance to sign up for mall trips, movies, dinner, amusement park adventures, and other cultural events. Behavioral eligibility is necessary in order to participate in any recreational events that require leaving campus.



Each student will be required to attend three cultural recreational offerings, three community service offerings, and three outdoor offerings over the course of the school year. The Recreation Coordinator in consultation with the STUCO Recreation Coordinator schedules all weekend activities.

The events are posted on the school's home page ([www.wasatchacademy.org](http://www.wasatchacademy.org)) each week. Students sign up for weekend recreation trips via the following steps:

- Go to the school website: [www.wasatchacademy.org](http://www.wasatchacademy.org)
- Go to WA Community - drop down menu - select School News and Info
- Go to Recreation Event Registration (middle of the page)
- Select event and submit your name

Events will be available for sign-up from Tuesday at noon until Thursday at 3 p.m. All events will close at Thursday 3 p.m. New names will not be added to the lists. For safety reasons, it is not okay to "go in someone's place". No-show fees are assessed for "big ticket" events.

Much of our recreation goes on within the campus limits. Our traditional coffee house evenings, athletic contests, movies on the big-screen TV in the Student Center, and dorm open houses are a few examples of campus entertainment. The gym and weight rooms have regular weekend hours and the Student Center is open for pool, ping-pong, air hockey, and TV or board games.

Wasatch Academy provides transportation and chaperones to various Utah ski resorts. Each participating student's account is charged an amount between \$40 and \$85 dollars (depending on the ski area) to cover the cost of the trip. If a student requires rentals, that cost would be added.

### ***Formal Dinners***

Formal Dinner is usually served once per month, with other special meals served during special weekends. Formal Dinner is a chance for the community to enjoy good food, conversation, and entertainment while practicing etiquette and manners; therefore, attendance is mandatory. All students are required to have and wear the clothes appropriate for Formal Dinners and any other occasions requiring formal attire. Dress code violations at such occasions will be cause for disciplinary action, and continued problems will lead to further consequences.

### ***Leaving Campus***

Students leaving campus must:

- Sign out of his/her dorm and sign in upon return even if he/she leaves campus with a school-sponsored activity.
- Indicate when he/she leaves, where he/she is going, appropriate contact info, and the time of return. This allows the dorm parent to contact the student in case of an emergency.
- Obtain their dorm parent's permission when leaving the city limits unless it is a school-sponsored activity and must be supervised by a faculty/staff member.

### ***Visitors and Overnights***

A student may spend Friday or Saturday night at a relative or friend's house (except that the student is not permitted to stay with non-relatives under the age of 25, or at homes of students who have been dismissed from Wasatch Academy), providing that all three conditions are met:

- Permission is obtained from parents or legal guardian.
- Permission is obtained from the host.
- Permission is obtained from the Dean of Residential Life by Wednesday afternoon of that week.

The following rules apply concerning visitors to our campus:

1. Age-appropriate visiting siblings may stay overnight in the dorms with permission of the dorm parent and the Dean of Students.
2. Former students in good standing or alumni may visit, but may not stay overnight in dorms.
3. A student who has been dismissed or was asked to withdraw from Wasatch Academy may not visit the campus without the permission of the Dean of Students or the Head of School.
4. All visitors are expected to adhere to the policies and rules of Wasatch Academy.
5. Overnight accommodations are available in the local area for visiting parents. Visiting parents are invited and welcome to eat in the dining hall at no charge.
6. All visitors on campus must be approved.

### ***Motorized Vehicles***

A boarding student is not permitted to have a car at the school, or in Mt. Pleasant, unless specifically authorized by the Dean of Students. Boarding students may not operate motorized vehicles of any sort, at any time in the Mt. Pleasant area. A day student that drives to and from the school must park his/her car in a designated area, and may not drive his/her car for other purposes during the school day. A student may ride in cars with parents, close relatives, and faculty or staff members, with the permission of his/her dorm parent. A boarding student may only ride with other adults (over 25 years of age) with the permission of the Dean of Students. Boarding students must not ride in the car of a day student.

Day students with cars may not drive to and from afternoon classes –unless required, and permitted by the Dean of Students, on a case-by-case basis.

### ***Wellness Center***

Licensed nurses staff the Wellness Center to provide medical assistance and emotional support for students in need, weekdays from 8:00 a.m. to 8:00 p.m. A nurse will be on call for medical emergencies during evenings and weekends. If a doctor's appointment is deemed necessary, the nurse will make the arrangements and contact parents.

Students feeling ill must come to the Wellness Center during Sick Call, which is from 8:00 a.m. to 8:30 a.m. Ill students must stay in the Wellness Center until 7:15 p.m., at which time they will return to the dorm and rest. The dorm parent will assist students with any further needs. Students and teachers should work together regarding missed homework.

If students become ill during class time, they must have a written pass to arrive at the Wellness Center, or they may be sent back to class. The classroom teacher will give students, who become ill during the day, a pass to the Dean's Office. Staff will contact the Wellness Center to confirm student appointments.

### ***Weekends Home/Vacation Travel***

Students who want to go home for weekends are permitted –absent any school obligations- to leave after school Friday and need to return to campus no later than 7:00 p.m. Sunday evening. Permission and any travel arrangements must be cleared by Wednesday afternoon of that week, through the Dean of Students. Any travel which requires the student to miss school time or deviate from the school calendar must be cleared through the Dean of Residential Life at least one full week before the travel is to begin, except in emergency situations.

Due to the logistical problems excessive numbers of departing or arriving students can cause, and in the hope students will spend as much time on campus as possible, Wasatch Academy places limits on the travel we provide and or allow. Student transportation is arranged by the Wasatch Academy Business Office. Outside of normal vacations, Wasatch Academy allows weekend transportation to the airport twice per student per semester. A visit by family members to Wasatch Academy would be a welcome alternative to a trip home. Mt. Nebo Weekend in September, Parents' Weekends (usually in October and February), and Founder's Day are closed weekends; meaning, students are required to remain on campus. No transportation will be arranged or allowed on those weekends. In addition, families of local boarders are asked not to take their children more than twice per semester, so those students can be more fully involved in the social life of the school, and contribute more fully to the Wasatch Academy community.

Arranging transportation can be an overwhelming process to organize, so we appreciate your consideration and cooperation.

### ***Medications***

All prescription and over the counter medications are to be turned into the dorm parent. The Wellness Center monitors all medications and takes care of compliance issues and refills. Over-the-counter medications for minor discomfort are available in the Dean's Office.

The dorm parent will dispense medications and will hold all over-the-counter medications that are not on the list of acceptable substances for student possession. Due to the lack of longitudinal studies, performance-enhancing substances such as creatine, androstenedione (andro), Ephedra, etc., are not allowed at Wasatch Academy.

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WELLNESS CENTER CONTACT INFORMATION

Suzie Vance R.N.

120 South 100 West

Mt. Pleasant, UT 84647

Office: (435) 462-1419

## ***Discipline***

The administration of Wasatch Academy's rules and expectations is the responsibility of all faculty and staff members. Generally, faculty members have a primary responsibility to enforce the school's rules in the classrooms and during class time. Similarly, dorm parents are responsible for enforcing the rules in the living areas to insure a safe and healthy environment is maintained. Enforcement of school rules in campus common areas and the dining hall is the responsibility of all Wasatch Academy adult community members.

### **Minor Infractions**

The initial response to minor rule violations or failure to meet an expectation usually involves speaking with the student to address the concern. At this level of concern, parents are not usually contacted, although the advisor may be consulted.

Repeated commission of minor infractions may be considered a major infraction, and more severe measures, including those applicable to major infractions, may be applied.

- These are examples of minor infractions:
- Dorm rooms or common areas not cleaned to standards
- Inappropriate dress as defined by the dress code
- Failure to sign out or into the residence hall
- Unauthorized presence off campus
- Late to dorm; if tardiness exceeds 15 minutes, it may be considered a major infraction
- Failure to cooperate in connection with an off-campus trip
- Use of profane language, particularly on repeated occasions
- Use of tobacco in any form; the possession or use of tobacco in any form will result in an intervention (see Tobacco Use)

### **Major Infractions**

Students committing a major infraction may be subject to discipline up to and including immediate dismissal from school, based on the circumstances and severity of the conduct involved. Students and the college counselor are required to report major disciplinary infractions to colleges and universities.

These are examples of major infractions:

- Academic dishonesty, which includes copying homework from another student, supplying homework for another student, not attributing work to its source, and cheating on exams or quizzes
- Stealing on- or off-campus; significant or repeated theft would be cause for dismissal
- Any other violation of the Honor Code
- Repeated uncooperative behavior, i.e., a student consistently failing to live up to community standards and being unresponsive to the admonitions and disciplinary actions of faculty and staff
- Disrespectful acts toward faculty and staff; this includes the use of profane language toward faculty and staff
- Disrespect for the dignity, rights, safety, and well-being of fellow students; this includes

hazing or harassment in any form

- Absence from the residence hall without permission after established in-residence hall times
- Leaving Mt. Pleasant without permission
- Engaging in conduct detrimental to the reputation of Wasatch Academy, including any negative interaction with Mt. Pleasant residents or police
- Vandalism on- or off-campus
- Possession of unauthorized keys
- Driving or presence in any unauthorized vehicle (any non-Wasatch Academy vehicle for which permission has not been obtained)
- Sexual or romantic conduct in opposition to the values, policies, and objectives of the Wasatch Academy community; this includes any student's presence in the room of a student of the opposite sex without proper permission
- Presence in an off-campus home or other restricted areas without permission

The following major infractions may result in immediate dismissal:

- Possession of dangerous weapons
- Use or possession of any substance with the intent to abuse (see Substance Abuse Policy); the student may be turned over to the local police department for prosecution
- Smoking in the residence hall or in any way causing a fire hazard
- Conduct or behavior which threatens the student's own or another's physical or emotional well-being, health or safety
- Severe acts of physical violence or intimidation
- Serious violations of the Computer Network Services agreement may be serious enough to warrant immediate dismissal

### ***Dean of Students/Honor Council***

Almost all infractions not handled by dorm parents or faculty members, especially infractions (such as substance abuse) which would usually necessitate an immediate dismissal, will be addressed by the Dean of Students. The Dean will in most cases consult with relevant advisors, faculty, and/or students.

The Honor Council may be consulted for major infractions, which do not normally require a student's removal from campus. The Honor Council will make a recommendation that may be reviewed by the Head of School. In addition, in cases where the infraction poses an immediate harm or threat to the Wasatch Academy community, or where a number of students are involved, or the student is already in need of academic or behavioral improvement, discipline decisions may be made directly by the Head of School in consultation with the Dean of Students.

### ***Behavioral Improvement Needed***

When a student has violated a major rule and/or repeatedly failed to meet exceptions or follow policies (including offenses within the residential setting), the appropriate Dean, acting on behalf of the student's teachers, advisor, and dorm parent, may deem that improvement is needed. The length of the Behavioral Improvement Needed status varies and is reviewed by the appropriate Dean in collaboration with related parties. While on Behavioral Improvement Needed status, a

student is expected to obey all school rules, follow all school policies, and meet the expectations set forth under the conditions of Behavioral Improvement Needed. Students in this status must demonstrate a willingness to uphold the ideals of the Wasatch Academy community through responsible action, a positive attitude, and cooperation in all areas. Failure to do so may result in dismissal.

### ***Disciplinary Council***

In cases involving major infractions, a Disciplinary Council may be called to determine the appropriate discipline to be applied. The Disciplinary Council will be composed of the Dean of Students, Dean of Academics, Dean of Residential Life, and the Assistant Head for Programs and Services. Final decisions may be appealed to the Head of School.

### ***Potential Consequences***

Examples of the types of consequences, which may be imposed on students, include but are not limited to:

**1. Weekend/Weekday Morning Detention**

A morning detention takes place for a minimum period of 45 minutes.

**2. Work Hours/ Work Force**

Work hours involve physical labor that benefits the school community.

**3. Dorming**

If a student is restricted to the dorm, he/she may leave only to attend school, perform work hours, and take 30 minute meals in the Loftin-Lewis Student Center. A dormed student may go off campus only for scheduled appointments, church services or medical emergencies. The common area is off limits. Computers and electronic devices (including video game consoles) need to be turned over to the dorm parent for the duration of the dorming. If a dormed student borrows electronic devices during their dorming, these items will also be confiscated. A student may participate in on- and off-campus school activities only with the permission of the Dean of Students.

**4. Rooming**

Restricted to room. A student is permitted to attend breakfast, lunch, and required school activities. Meals may be brought to the student's room in lieu of visiting the dining hall, if requested by the Dean of Students. No visitors are allowed, and electronic devices may be taken.

**5. In-School Suspension**

A student is completely isolated from the other students during the academic day. Students will report to the Dean of Students by 9 a.m. and do supervised academic work until 4:30 p.m.

**6. Out-of-School Suspension**

Suspension is used when it is deemed to be in the student's and the school's best interest for the student to be removed from campus for a specified amount of time. The student may be assigned to stay with Wasatch Academy faculty or staff for a suspension fee of \$50/day to cover chaperoning costs or placed in the custody of his/her parents.



## **7. Behavioral Improvement Needed**

A student generally is placed on Behavioral Improvement Needed status if he/she is involved in a major disciplinary infraction. Behavioral Improvement Needed status puts a student on notice that if he/she becomes involved in another major disciplinary infraction while needing behavioral improvement, he/she may be immediately dismissed from Wasatch Academy.

## **8. Dismissal**

Dismissal is final separation from the school community.

### ***Sexual and Personal Harassment***

Wasatch Academy is committed to maintaining an environment for all members of the school community that is free from all forms of harassment. The school does not tolerate harassment of individuals based on age, color, creed, mental disability, nationality, physical disability, race, religion, sex, sexual orientation or on the basis of any other condition or characteristic protected by federal, state or local law. Harassment of any member of the school community is considered misconduct and will be subject to disciplinary action, up to and including suspension and dismissal, if warranted.

Conduct intended to effect of interfere with an individual's academic or work performance, or which creates an intimidating, hostile, or offensive learning or working environment, is prohibited.

Sexual harassment by anyone, whether in the school, at work assignments outside the school, at school sponsored functions, or elsewhere, is illegal and will not be tolerated.

Any individual who believes he/she has been harassed in violation of this policy has the responsibility to discuss it immediately with any school administrator. Wasatch Academy will take immediate action to investigate any such complaints thoroughly.

### ***Substance Abuse***

Substance abuse, such as using, possessing, or distributing alcohol or illegal drugs, is considered a major infraction. Because Wasatch Academy is committed to a vigorous and active anti-substance abuse policy, the school reserves the right to administer a saliva or breath analyzer test to any student suspected of alcohol use, and to have a student take a drug test in case of suspected drug use.

A student seeking help from the school nurse or Dean of Students with substance abuse problems voluntarily (not under the duress of accusation or suspicion of substance abuse) will be given the assistance necessary to deal with the problem and will not be subject to discipline. Such a decision may not be used, however, as a means of justifying or excusing drug use during vacations, and the student will be assessed by a counselor and undergo counseling and frequent drug testing. A student who has requested or accepted assistance but is unable to remain free from substance abuse will be subject to discipline, up to and including dismissal.



### ***Tobacco Use Policy***

***Students smoking in the dorm may be immediately suspended or expelled.***

***Minors in possession of tobacco and/or smoking are subject to legal action by local authorities.***

Wasatch Academy expects its students to be committed to a tobacco-free existence. The State of Utah has taken an aggressive stance to deter adolescents from using tobacco (legal age of 19) and Wasatch Academy supports both the spirit and letter of that law. Therefore, the use of tobacco products while under school jurisdiction is strictly prohibited and will result in consequences, which are designed to promote cessation and encourage compliance with the tobacco policy. Students seeking help (while not under suspicion or duress of accusation) will not be subject to disciplinary consequences and requirements. Their tobacco cessation effort will be treated as a health issue.

Students with a confirmed tobacco habit that has been identified by the disciplinary process (and not through voluntary channels as defined above) will face the consequences as outlined below:

- **1st offense** – Dormed Saturday and Sunday, meeting with the School Nurse, meeting with the Assistant Head of School for Programs and Services, three work hours, one month of Behavioral Improvement Needed status, e-mail or phone call to parent(s).
- **2nd offense** – All those consequences under the first offense, in addition to in-school suspension (1 day), one month of Behavioral Improvement Needed, meeting with the Assistant Head of School for Programs and Services, e-mail or phone call to parent(s).
- **3rd offense** (and subsequent offenses) - Out-of-School suspension (3 days), 8 weeks of Behavioral Improvement Needed status throughout Tigers Club cycle, meeting with the Assistant Head of School for Programs and Services, e-mail or phone call to parent(s).
- **Distribution of tobacco** - Suspension or dismissal, as determined by the circumstances.
- **Athletic offense** - In accordance with Utah State High School Athletic Association (when discovered during competition).

### ***Restricted Areas***

Those students reported to be in off-campus/closed areas will report to the Dean of Students and may be subject to disciplinary action. Those students reported to be in off-campus/closed areas with a person who is smoking or in possession of tobacco may face consequences as if they were smoking. Off-campus/closed areas include but are not limited to: behind and around all campus buildings including but not limited to dorms, academic buildings, athletic facilities, stairwells, alleyways, businesses, or by bridges and ditches.

### ***Discipline and College Applications***

Most college applications require information about previous disciplinary consequences at school. Therefore, students should be aware that Wasatch Academy's college counselors may have to report major disciplinary issues, and students may be required by those colleges to elaborate in writing regarding details of reported issues.

## ***Student Network and Internet Use Policy***

We provide Internet access for students to be able to conduct web-browsing research for class and to maintain web-based email communication with family and instructors.

The demand for Internet bandwidth always exceeds the supply. While watching movies, playing games online, video conferencing, voice over IP, iTunes streaming, and the use of other Internet accessible devices is possible on our network, we don't guarantee, promote, service, support, or troubleshoot these services or devices.

Wasatch Academy reserves the right to randomly monitor and investigate all network and Internet usage and to block sites that are deemed inappropriate or distracting from the academic mission of the school. Usage of the network is a privilege.

The Network Administrator may, at his sole discretion, revoke that privilege from any student for abuse or misuse including, but not limited to, the following:

- Use of profane or inappropriate language on the system;
- Accessing obscene or inappropriate material, accessing restricted systems, damaging computer or printer hardware, or inappropriate language over email or the Internet;
- Using the network in ways that violate federal, state, or local laws;
- Activities which cause congestion of the network or otherwise interfere with the work of others;
- Using the network for commercial or financial gain;
- Sending or receiving copyrighted materials without permission;
- Using the network for sending or receiving obscene materials;
- Circumventing security and/or authentication measures;
- Unauthorized access to another's resources, programs, or data;
- Vandalizing network resources, including the uploading or creation of computer viruses;
- Falsifying one's identity to others while using the network;
- Installation of unauthorized software on the computer networks;
- Modifying data, programs, or other information on computer networks without the consent of the owner(s);
- Use of network resources to commit forgery, or to create a forged instrument;
- Distributing pornography;
- Cyber-bullying;
- **The use of file sharing programs like Bittorrent, Limewire, Azureus, Kazaa, or any other peer-to-peer file-sharing program is strictly prohibited at Wasatch Academy.**

Violation of these rules may result in legal action, fines, loss of network access privileges, and disciplinary action.

### ***Day Students***

Day students are those Wasatch Academy students who do not reside in the campus dorms, but instead live with family or guardians. Day students from the surrounding area have always been an integral part of the Wasatch Academy community. In order to improve the quality of their experience, important policies relevant to their daily routines have been established:

1. Day students are responsible for all material in the Wasatch Academy Student Handbook and must abide by all school rules.
2. Day students who drive to school in an automobile must park it at the Craighead School Building before the school day begins and leave it there until the close of the afternoon activities. It is not to be used during the school day - any exceptions to this rule must be cleared by the Dean of Students. Disciplinary action will be taken if this rule is violated. Transporting other students in the vehicle without permission could lead to dismissal.
3. Day students may eat lunch in the dining hall. They may eat dinners at the dining hall only when mandated by a school-related event.
4. Day students are expected to attend all other all-school events, including chapels, assemblies, class meetings, All-School Ski Day, the Mt. Nebo Climb, Commencement, etc. Day students are required to attend formal dinners. Again, an unexcused absence will result in disciplinary action.
5. Day students are encouraged to take advantage of the weekend recreation program and may do so with the same privileges as boarding students.
6. Parents of day students should notify the Dean of Students before 8:30 a.m. if an illness or other circumstances will prevent a student from attending regular classes.
7. Day students will be assigned co-ops to complete and perform on campus. We hope to include day students as equal participants in as many aspects of the school community's life as possible, and co-ops are an important element of that community. Co-ops will be assigned by the Dean of Students, and they will be checked and monitored by the student's advisor.

## ***Notes***

# 2010-2011 School Calendar

<i>Sunday, June 27 – Saturday, August 7</i>	Summer School
<i>Flights should arrive before 4:00 p.m. on Sunday, June 27</i>	Travel Day
<i>Flights should leave after 10:00 a.m. on Saturday, August 7</i>	
<i>Monday, August 23</i>	New Faculty Orientation
<i>Tuesday, August 24</i>	Faculty In-Service faculty meetings/preparation
<i>Tuesday - Monday, August 24 – September 6</i>	Professional Development
<i>Monday, August 30 – Monday, September 6</i>	ONLY New International Students - (Orientation)
<i>Flights should arrive before 4:00 p.m. Monday, August 30</i>	STUCO, Sports Camp
<i>Monday, September 6</i>	Travel Day
<i>Flights should arrive before 4:00 p.m., September 6</i>	
<i>Tuesday, September 7</i>	Orientation
<i>Wednesday, September 8</i>	First Day of Classes
<i>Friday, September 10</i>	Advisor/Advisee Outings
<i>Saturday, September 11</i>	Class Trips
<i>*Saturday, September 18 *Closed Weekend</i>	Mt. Nebo Climb
<i>*Friday - Sunday, October 15 - 17 *Closed Weekend</i>	Parent Weekend
<i>Friday, October 22</i>	First Quarter Ends
<i>Friday, November 5</i>	Grandparents Day
<i>Saturday, November 20 – Sunday, November 28</i>	Thanksgiving Vacation
<i>Departing flights should leave after 10:00 a.m., Saturday, November 20</i>	
<i>Returning flights should arrive before 4:00 p.m., Sunday, November 28</i>	
<i>Monday - Tuesday, December 13 - 14</i>	Exam Review
<i>Wednesday - Friday, December 15 - 17</i>	First Semester Exams
<i>Saturday - Monday, December 18 - Jan 10</i>	Holiday Break
<i>Departing flights should leave after 10:00 a.m., Saturday, December 18</i>	
<i>Returning students' flights should arrive before 4:00 p.m., Monday, January 10</i>	
<i>Wednesday, January 5</i>	New Semester Student Travel Day
<i>New students' flights should arrive before 4:00 p.m., Wednesday, January 5</i>	
<i>Or students should arrive on campus by 10 am Sunday, January, 9</i>	
<i>Monday, January 10</i>	Student Travel Day
<i>Flights should arrive before 4:00 p.m., Monday, January 10</i>	
<i>Monday, January 10</i>	New Semester Student Orientation
<i>Monday, January 10</i>	Faculty In-Service faculty meetings/preparation
<i>Tuesday, January 11</i>	Second Semester Begins
<i>*Friday, February 18 *Closed Weekend</i>	All School Ski Day
<i>*Friday - Sunday, February 18 - 20 *Closed Weekend</i>	Family Winter Weekend
<i>Friday, March 11</i>	Third Quarter Ends
<i>Saturday, March 12 - Sunday, March 27</i>	Spring Break
<i>Departing flights should leave after 10:00 a.m. Saturday, March 12</i>	
<i>Returning flights should arrive before 4:00 p.m. Sunday, March 27</i>	
<i>Saturday, April 16</i>	Founder's Day Celebration
<i>Monday, May 23</i>	Formal Dinner Awards Assembly
<i>Monday - Tuesday, May 23 - 24</i>	Exam Reviews
<i>Tuesday - Friday, May 24 - 27</i>	Final Exams
<i>Friday, May 27</i>	Jensen-Gill Fine Arts Festival
<i>*Saturday, May 28 *Closed Weekend</i>	Baccalaureate 10:00 a.m. and Commencement 1:00 p.m.
<i>Departing flights should leave after 6:30 p.m. Saturday, May 28</i>	
<i>Or after 10:00 a.m. on Sunday, May 29</i>	
<i>*Closed Weekend - No students will be permitted to travel home</i>	

This handbook is intended to provide you with some guidance on becoming an active and successful member of our school community. Not every question is answered, nor every situation addressed, but we have tried to cover the major issues and concerns that our students typically encounter.

